

CHAPTER 6

WAITING LIST

1. PDD slots will be authorized by the DDSN Waiver Enrollment Coordinator on a first-come-first-served basis after:
 - All required documents (as identified in chapter 4) have been completed by the child's parents and Service Coordinator and submitted to the DDSN Waiver Enrollment Coordinator
 - It has been determined that the child has met all the required criteria necessary to receive services through the waiver or with all state dollars.
2. The number of qualified children who may be served through the waiver shall be limited only by the availability of funds to pay for the approved services and the waiver cap.
3. Applicants who are determined eligible for PDD services that can not be served due to the non availability of funding or waiver cap shall be eligible for placement on a waiting list maintained by DDSN.
4. The date and time all information is received by the DDSN Waiver Enrollment Coordinator shall be used to establish the order of an applicant's place on the waiting list.
5. Once funds become available for PDD services, the DDSN Waiver Enrollment Coordinator will:
 - Assure the Case Manager updates all forms and documents.
 - Reassess for target population criteria.
 - Send the file to CAT for a Level of Care Determination.
6. Applicants who are determined not eligible for PDD services will be notified in writing to include appeal procedures.